



CRIMINAL INTELLIGENCE SERVICE ALBERTA

c/o 11140 - 109th Street, EDMONTON, AB T5G 2T4

Phone: (780) 453-0734 Fax: (780) 453-3828

CISA Membership Process and Regulations

The first step in obtaining membership is understanding the category your agency falls under, which will dictate which services your agency is entitled to under CISA and CISC.

Category I – Police Agency

The agency has full police officer authority provided under a Canadian federal or provincial police act. The primary role of the agency is law enforcement and the agency contributes to the criminal intelligence process.

Category II - Agency with Specific Law Enforcement Role

The agency has specific but limited law enforcement responsibilities. Its authority is provided under specific federal and/or provincial legislation (e.g. Customs Act, Immigration Act, or Provincial Wildlife Act.)

Category II Membership may be granted to a law enforcement or intelligence agency external to Alberta if, as determined by the CISA Executive, it is determined to be in the best interest of the broader intelligence community.

CATEGORY III – Agency with Role Complementary to Law Enforcement

The agency has no direct law enforcement authority but provides assistance to law enforcement agencies.

A. Membership

- i. Application for membership shall be restricted as defined in this Constitution and shall be made in writing to the Provincial Bureau.
- ii. The CISA Supervisory Committee will assist the CISA Executive Committee in the approval process by investigating all applications for membership. The Director, Provincial Bureau will assign a member of the CISA Supervisory Committee to conduct an investigation and report the findings to the CISA Supervisory Committee. The investigation will address the following:
 - a. Adequate security can be afforded files and correspondence;
 - b. Access to classified information is restricted to authorized personnel; and



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- c. The Third Party Rule will be respected and applied to all material sent by the Provincial Bureau or CISA member agencies.
- iii. As part of its investigation, the CISA Supervisory Committee may request the applicant make a presentation following which, in consideration of all investigative information, the CISA Supervisory Committee will make a recommendation to the CISA Executive Committee to either accept or decline the membership application.
- iv. Member agencies not represented on the CISA Executive Committee or CISA Supervisory Committee may attend meetings of those committees at the invitation of the CISA Executive Committee or CISA Supervisory Committee.
- v. Member agencies not represented on the CISA Executive Committee or CISA Supervisory Committee are not entitled to vote.

B. Disqualification

- i. Membership in CISA entails the responsibility of promoting the CISA mandate and free exchange of criminal intelligence. Any participating member agency which, in the opinion of the CISA Executive Committee, does not contribute to the function of CISA, does not demonstrate meaningful participation in CISA, misuses any information received from member agencies of CISA or is unable to protect same, shall be subject to disqualification.
- ii. Suspension or revocation of membership shall require a three-fourths majority vote by members of the CISA Executive Committee.

Agencies that have been accepted as members have access to CISA Services.

MEANINGFUL PARTICIPATION means that CISA member agencies, in support of the mandate of CISA:

- a. attend CISA Executive Committee meetings;
- b. attend CISA Supervisory Committee meetings;
- c. submit detailed and timely intelligence reports;
- d. contribute to the CISC national criminal intelligence data-base;



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- e. participate in the collection and timely sharing of criminal information and intelligence for the purposes of an integrated threat assessment.

C. Duties

CISA member agencies shall:

- i. Participate in all designated Provincial Projects, and perform other services as directed by the CISA Executive Committee.
- ii. Participate in CISC National Executive approved programs and projects.
- iii. Promote the sharing and free flow of criminal intelligence and information between intelligence and enforcement units, the Provincial Bureau and other CISC Provincial Bureaus.
- iv. Demonstrate meaningful participation as defined in this Constitution.